

<b>Eligibility Overview</b> (E210, E240)	All Periodicals mail must be sorted and may be eligible for a reduced rate if prepared and sorted under additional specific standards. Mailings eligible for automation discounts must contain automation-compatible (C820) 100% ZIP+4 barcoded or delivery point barcoded (C840) pieces, sorted as described below. Nonprofit rates require specific authorization (E270).
<b>Rates and Fees</b> (R200)	<p>Rates include addressed piece charge, pound rates (advertising and nonadvertising), and applicable discounts; factors include place of mailing, destination, presort, etc.</p> <p>3/5 and Basic rates are package-based and apply to outside-county copies and all eligible in-county copies.</p> <p>3/5: six or more addressed pieces sorted to 5-digit and unique 3-digit (L002) packages, placed into 5-digit, 3-digit, ADC (L004), and mixed ADC sacks.</p> <p>Basic: six or more addressed pieces sorted to other 3-digit, and ADC packages, and all pieces in mixed ADC packages, placed into 3-digit, ADC, and mixed ADC sacks. Packages of fewer than 6 pieces sorted to 5-digit and unique 3-digit destinations.</p> <p>SCF destination entry rate has additional standards (E250).</p> <p>Not all presort levels may be claimed in combination with other automation or destination entry discounts.</p>
<b>Addressing</b> (A800, A950)	<p>Each piece must also include a complete delivery address with correct ZIP Code or ZIP+4 code.</p> <p>Address and barcode quality subject to A800 and CASS/MASS standards in A950.</p> <p>Addresses matched using CASS/MASS-certified process within 180 days before mailing.</p>
<b>Characteristics and Content</b> (C200, C820, C840)	<p>Maximum weight: 16 ounces.</p> <p>Shape: rectangular.</p> <p>Dimensions:</p> <ul style="list-style-type: none"> <li>■ Not less than 6 or more than 12 inches high.</li> <li>■ Not less than 5 inches long <i>if 6 to 7-1/2 inches high</i>; or 6 inches long <i>if more than 7-1/2 inches high</i>.</li> <li>■ Not more than 15 inches long.</li> <li>■ Not less than 0.009 or more than 0.75 inch thick.</li> </ul> <p>Prohibitions: polywrap, polybag, shrinkwrap unless approved by USPS; clasps, strings, buttons, or other protrusions.</p> <p>Adequate flexibility, rigidity, and regular shape required.</p> <p>All letter-size reply cards and envelopes (business reply, courtesy reply, and metered reply mail) provided as enclosures must meet the standards in C810.8.</p>
<b>Deposit</b> (D200)	Deposit only at authorized original and/or additional entry post office(s), unless authorized exceptional dispatch under D210.
<b>Mail Preparation and Sortation</b> (M820)	<p>Package preparation, labeling, and sacking (brown sacks only): on reverse.</p> <p>Documentation:</p> <ul style="list-style-type: none"> <li>■ Postage statement: Form 3541-N (Nonprofit and In-County rates).</li> <li>■ Supporting documentation: required by rates claimed including marked copy. Effective August 1, 1997, documentation generated by PAVE-certified software or printed in standardized format.</li> </ul> <p>See reverse for pink sack label Line 2 information.</p> <p>Pink barcoded sack labels required (M032).</p>
<b>Postage and Payment Methods</b> (P200, P750)	<p>Method: advance deposit account(s) at original or additional entry post office(s), unless Centralized Postage Payment (CPP) or plant-verified drop shipment (PVDS) is authorized.</p> <p>This guide is an overview only. For the specific DMM standards applicable to this category of mail, consult the DMM sections referenced above and the general sections within each DMM module.</p>

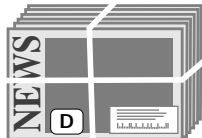
## Packaging and Sacking Sequence

## 5-Digit (Required)

**Packages:** Pieces must be packaged if 6 or more pieces to same 5-digit ZIP Code; fewer than 6 pieces in a package permitted.

**Labels:** Red Label D or optional endorsement line (OEL).

**Rate:** 3/5 outside-county and in-county, Basic<sup>1</sup>



**Sacks:** Required at 24 pieces; optional with one package minimum to the same 5-digit ZIP Code.

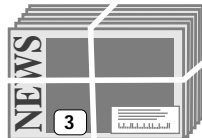
**Barcoded Labels:** For Line 1, use city, state, and 5-digit ZIP Code on mail; for Line 2, "NEWS" (or "PER") and "FLTS BC."

## 3-Digit (Required)

**Packages:** Pieces must be packaged if 6 or more pieces to same 3-digit ZIP Code; fewer than 6 pieces in a package permitted.

**Labels:** Green Label 3 or OEL.

**Rate:** 3/5 outside-county and in-county, Basic<sup>1</sup>



**Sacks:** Required at 24 pieces; optional with one package minimum to same 3-digit ZIP Code (except that a sack must be prepared for any packages for each 3-digit ZIP Code of SCF serving post office where mail is verified).

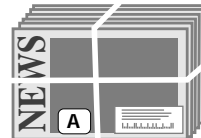
**Barcoded Labels:** For Line 1, use L002, Column A; for Line 2, "NEWS" (or "PER") and "FLTS BC."

## ADC (Required)

**Packages:** Pieces must be packaged if 6 or more pieces to same ADC (L004); fewer than 6 pieces in a package not permitted.

**Labels:** Pink Label A or OEL.

**Rate:** Basic outside-county and in-county



**Sacks:** Required at 24 pieces; optional with one 6-piece package minimum to the same ADC (L004).

**Barcoded Labels:** For Line 1, use L004; for Line 2, "NEWS" (or "PER") and "FLTS BC."

## Mixed ADC (Required)

**Packages:** Any remaining pieces must be packaged in mixed ADC packages.

**Labels:** Tan Label MXD or OEL.

**Rate:** Basic outside-county and in-county



**Sacks:** Any remaining packages placed into mixed ADC sacks.

**Barcoded Labels:** For Line 1, use L803 (for BMC/ASF entry, use L802); for Line 2, "NEWS" (or "PER") and "FLTS BC WKG."

<sup>1</sup>3/5 outside-county and in-county: only 5-digit and unique 3-digit packages of 6 or more pieces. Basic rate (outside-county and in-county) for packages of fewer than 6 pieces.

<sup>2</sup>Use "NEWS" (if issued weekly or more frequently) or "PER."

Rate is based on type of package regardless of sack (pallet) in (on) which it is placed.